



# APPLICATION SPECIAL USE PERMIT

Sep 2009-0024

## ADMINISTRATIVE CHANGE OF OWNERSHIP OR MINOR AMENDMENT

☒ Change of Ownership      ☐ Minor Amendment

[must use black ink or type]

**PROPERTY LOCATION:** 2401 JEFFERSON DAVIS HIGHWAY

**TAX MAP REFERENCE:** \_\_\_\_\_ **ZONE:** CDD #10

### APPLICANT

Name: CITY OF ALEXANDRIA, DEPARTMENT OF GENERAL SERVICES

Address: 110 N. ROYAL ST., SUITE 300

### PROPERTY OWNER

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**SITE USE:** VEHICLE PARKING AND STORAGE

☒ **THE UNDERSIGNED** hereby applies for a Special Use Permit for **Change in Ownership**, in accordance with the provisions of Article XI, Division A, Section 11-503 (5)(f) of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

☐ **THE UNDERSIGNED**, having read and received a copy of the special use permit, hereby agrees to comply with all conditions of the current special use permit, including all other applicable City codes and ordinances.

☐ **THE UNDERSIGNED** hereby applies for a Special Use Permit for **Minor Amendment**, in accordance with the provisions of Article XI, Division A, Section 11-509 and 11-511 of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

☒ **THE UNDERSIGNED**, having obtained permission from the property owner, hereby requests this special use permit. The undersigned also attests that all of the information herein required to be furnished by the applicant are true, correct and accurate to the best of his/her knowledge and belief.

CITY OF ALEXANDRIA & HENRY LEWIS

Print Name of Applicant or Agent

110 N. ROYAL ST., SUITE 300

Mailing/Street Address

ALEXANDRIA VA 22314

City and State

Zip Code

Signature [Signature]

703-746-4770 703-519-3332

Telephone #

Fax #

henry.lewis@alexandriava.gov

Email address

04/10/2009

Date

### DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_

Legal advertisement: \_\_\_\_\_

ACTION - PLANNING COMMISSION \_\_\_\_\_

ACTION - CITY COUNCIL: \_\_\_\_\_

The following information must be furnished to the Department of Planning and Zoning to determine if the current use conducted on the premises complies with the special use permit provisions and all other applicable codes and ordinances.

**1. Please describe prior special use permit approval for the subject use.**

Most recent Special Use Permit # 95-0154

Date approved: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
month day year

Name of applicant on most recent special use permit AVIS RENT-A-CAR SYSTEM INC. AND RF & P CORP.

Use VEHICLE PARKING / STORAGE FACILITY

**2. Describe below the nature of the existing operation in detail** so that the Department of Planning and Zoning can understand the nature of the change in operation; include information regarding type of operation, number of patrons served, number of employees, parking availability, etc. (Attach additional sheets if necessary.)

GENERAL AUTOMOBILE REPAIR GARAGE & MOTOR VEHICLE PARKING/STORA  
MAX 650 VEHICLES

TWO FUEL PUMPS AND ONE UNDERGROUND FUEL TANK

4. Is the use currently open for business? ☐ Yes ☒ No

If the use is closed, provide the date closed.

JAN / 1 / 2009  
month day year

5. Describe any proposed changes to the conditions of the special use permit:

NO CHANGE

6. Are the hours of operation proposed to change? ☒ Yes ☐ No

If yes, list the current hours and proposed hours:

Current Hours:

24/7

Proposed Hours:

5:30 AM - 5:00 PM

MONDAY THRU FRIDAY

7. Will the number of employees remain the same? ☐ Yes ☒ No

If no, list the current number of employees and the proposed number.

Current Number of Employees:

Proposed Number of Employees:

10 OFFICE STAFF

BUS DRIVERS ON AND OFF (80-100 PEOPLE)

ACCESS TO THE BUILDING WILL NOT BE PROVIDED TO DRIVERS OUTSIDE THE HOURS OF OPERATION.

8. Will there be any renovations or new equipment for the business? ☒ Yes ☐ No

If yes, describe the type of renovations and/or list any new equipment proposed.

CLEAN UP; PAINT; RELOCATE SOME PARTITION WALLS

REPLACE UNDERGROUND TANK WITH ABOVE GROUND TANK WITH

TWO DISPENSERS

RESTRIPE THE LOT AND ADD CUEING LANES

INSTALL FEW WOODEN POLES WITH OVERHEAD CABLE FOR SECURITY CAMERAS

9. Are you proposing changes in the sales or service of alcoholic beverages? ☐ Yes ☐ No

If yes, describe proposed changes:

N/A

**3. Describe any proposed changes to the business from what was represented to the Planning Commission and City Council** during the special use permit approval process, including any proposed changes in the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, any noise emitted by the use, etc. (Attach additional sheets if necessary)

NO REPAIR

ONLY VEHICLE PARKING / STORAGE

100 SCHOOL BUSES

130 CAR PARKING FOR EMPLOYEES (DRIVERS / OFFICE STAFF)

ADMIN. OFFICES

ABOVE GROUND FUEL TANK

TWO FUEL PUMPS

17. Each application shall contain a clear and concise statement identifying the applicant, including the name and address of each person owning an interest in the applicant and the extent of such ownership interest. If the applicant, or one of such persons holding an ownership interest in the applicant is a corporation, each person owning an interest in excess of ten percent (10%) in the corporation and the extent of interest shall be identified by name and address.

For the purpose of this section, the term "ownership interest" shall include any legal or equitable interest held in the subject real estate at the time of the application. If a nonprofit corporation, the name of the registered agent must be provided.

**Please provide ownership information here:**

N/A

10. Is off-street parking provided for your employees? ☒ Yes ☐ No

If yes, how many spaces, and where are they located?

130 - ON SITE. THIS NUMBER IS INCLUDED IN THE NUMBER  
OF VEHICLES LISTED UNDER ITEM #3 ABOVE.

11. Is off-street parking provided for your customers? ☐ Yes ☐ No

If yes, how many spaces, and where are they located?

N/A

12. Is there a proposed increase in the number of seats or patrons served? ☐ Yes ☐ No

If yes, describe the current number of seats or patrons served and the proposed number of seats and patrons served. For restaurants, list the number of seats by type (i.e. bar stools, seats at tables, etc.)

Current:

N/A

Proposed:

N/A

13. Are physical changes to the structure or interior space requested? ☒ Yes ☐ No

If yes, attach drawings showing existing and proposed layouts. In both cases, include the floor area devoted to uses, i.e. storage area, customer service area, and/or office spaces.

NO STRUCTURAL CHANGES ; MINOR PARTITION CHANGES

14. Is there a proposed increase in the building area devoted to the business? ☐ Yes ☒ No

If yes, describe the existing amount of building area and the proposed amount of building area.

Current:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. The applicant is the (check one) ☐ Property owner ☒ Lessee

\_\_\_\_ other, please describe: \_\_\_\_\_

16. The applicant is the (check one) ☐ Current business owner ☐ Prospective business owner

\_\_\_\_ other, please describe: CITY OF ALEXANDRIA, GENERAL SERVICES



## APPLICATION - SUPPLEMENTAL

### AUTOMOBILE-ORIENTED USES

**Supplemental information to be completed by applicants requesting special use permit approval of an automobile-oriented use (e.g., automobile repair garage, car wash, auto or trailer sales).**

1. What type of automobile oriented use do you propose?

- ☒ automobile or motor vehicle parking or storage lot.  
☐ automobile or trailer rental or sales.  
☐ automobile service station.  
☐ automobile repair, including car wash.  
☐ other: \_\_\_\_\_

2. What types of repairs do you propose to perform?

N/A  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

3. How many of each of the following will be provided?

- 0 hydraulic lifts or racks  
0 service pits  
0 service bays

4. How many vehicles will be parked on-site at any one time. Please provide information on the type (i.e., for sale, customers, employees, or repairs)?

100 BUSES  
130 CARS  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

5. Will a loudspeaker or intercom system be used outside of the building? \_\_\_\_\_ Yes ☒ No

**Please note: All repair work must occur within an enclosed building.**